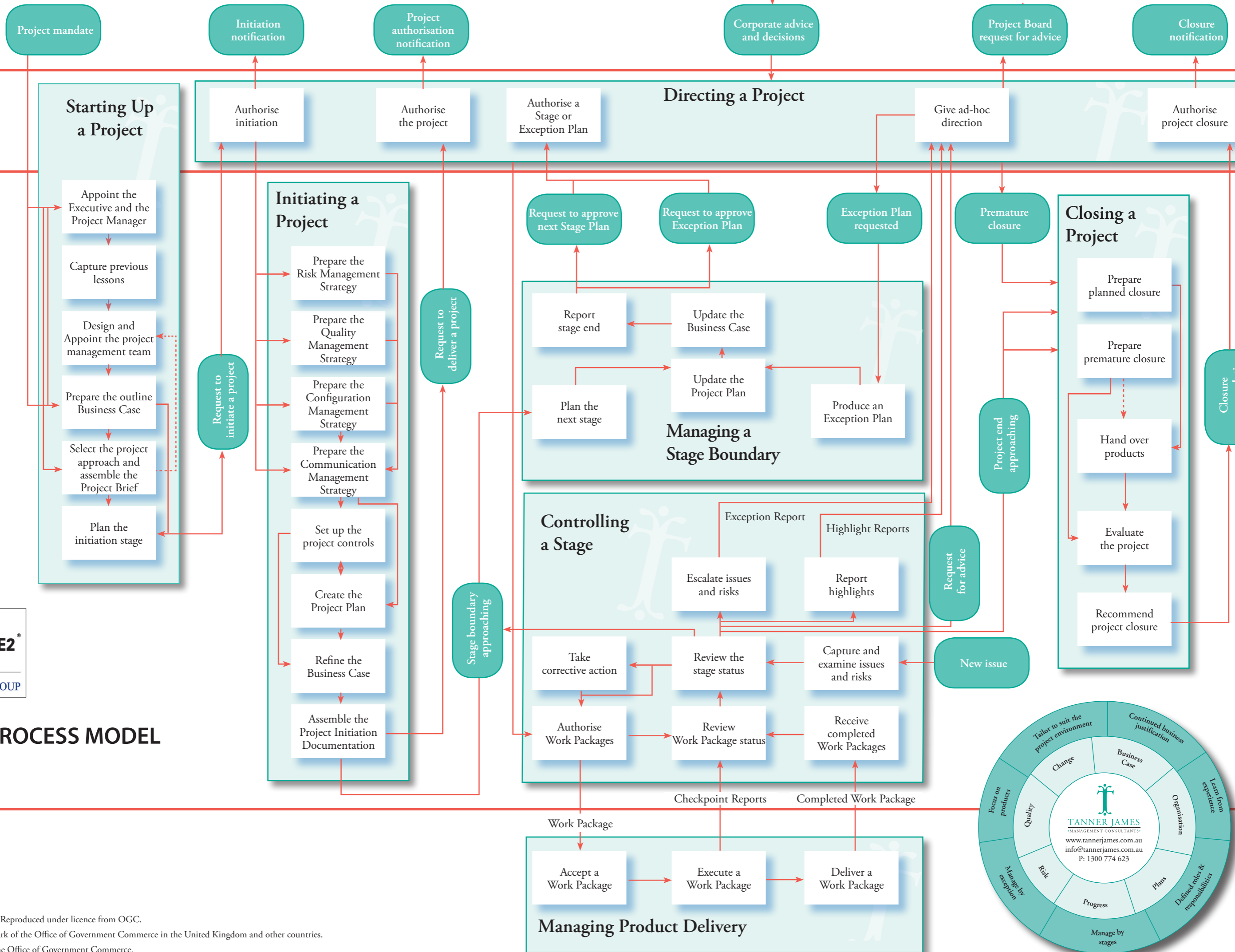


CORPORATE/  
PROGRAMME

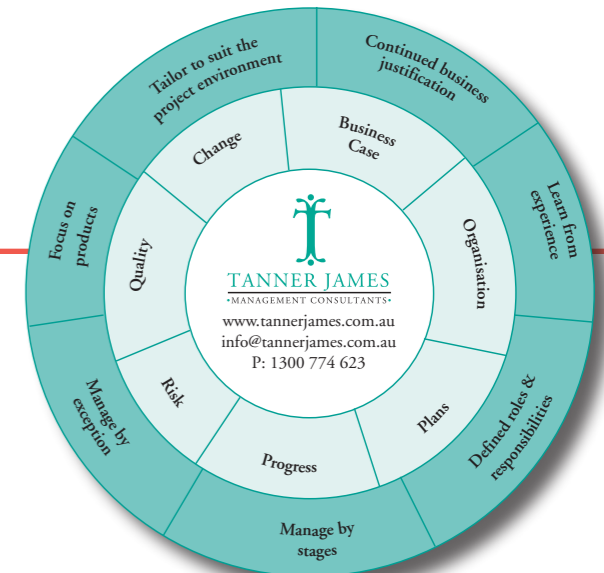
DIRECTING

MANAGING

DELIVERING



PRINCE2® PROCESS MODEL



Based on OGC PRINCE2® material. Reproduced under licence from OGC.

PRINCE2® is a Registered Trade Mark of the Office of Government Commerce in the United Kingdom and other countries.

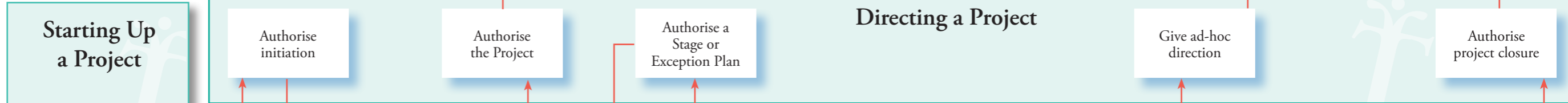
The swirl logo™ is a Trade Mark of the Office of Government Commerce.

CORPORATE/  
PROGRAMME

DIRECTING

MANAGING

DELIVERING



### Starting Up a Project

**PRODUCTS CREATED**

- Project Brief
  - Project definition
  - Outline Business Case
  - Project Product Description
  - Project approach
  - Project management team structure
  - Role descriptions
  - References
- Daily Log
- Lessons Log
- Initiation Stage Plan

### Initiating a Project

**PRODUCTS CREATED**

- Project Initiation Documentation comprising:
  - Project definition
  - Project approach
  - Business Case
  - Project management team structure
  - Role descriptions
  - Quality Management Strategy
  - Configuration Management Strategy
  - Risk Management Strategy
  - Communication Management Strategy
  - Project Plan
  - Project controls
  - Tailoring of PRINCE2
- Risk Register
- Issue Register
- Quality Register
- Benefits Review Plan
- Configuration Item Records

**PRODUCTS UPDATED**

- Project Management Team and Roles

### Managing a Stage Boundary

**PRODUCTS CREATED**

- (Next) Stage Plan
- Product Descriptions
- Exception Plan (if appropriate)
- Product Descriptions
- End Stage Report
- Lessons Report

**PRODUCTS UPDATED**

- Project Initiation Documentation
- Issue Register
- Quality Register
- Benefits Review Plan
- Risk Register
- Configuration Item Records

### Controlling a Stage

**PRODUCTS CREATED**

- Work Package
- Highlight Report
- Issue Report
- Exception Report
- Configuration Item Record(s)

**PRODUCTS UPDATED**

- (Current) Stage Plan
- Risk Register
- Issue Register
- Quality Register
- Lessons Log
- Daily Log
- Work Package
- Configuration Item Record(s)
- Issue Report

### Closing a Project

**PRODUCTS CREATED**

- End Project Report
- Lessons Report
- (Draft) Project Closure Notification
- Product status account
- Additional work estimates
- Follow-on action recommendations

**PRODUCTS UPDATED**

- Project Initiation Documentation
- Project Plan
- Issue Register
- Configuration Item Records
- Benefits Review Plan

**PRODUCTS CLOSED**

- Risk Registers
- Issue Register
- Quality Register
- Daily Log
- Lessons Log

### Managing Product Delivery

**PRODUCTS CREATED**

- Team Plan
- Checkpoint Report
- Specialist Products

**PRODUCTS UPDATED**

- Quality Register
- Team Plan
- Work Package(s)
- Configuration Item Records



# PRINCE2® PROCESS MODEL AND PRODUCTS

Based on OGC PRINCE2® material. Reproduced under licence from OGC.  
 PRINCE2® is a Registered Trade Mark of the Office of Government Commerce in the United Kingdom and other countries.  
 The swirl logo™ is a Trade Mark of the Office of Government Commerce.